

WCHS Board of Trustees Meeting

January 2024



Agenda

1. Welcome and Introductions
2. Approval of December Minutes
3. Academics
4. Safety Update
5. Operations
6. Facilities
7. Recruitment and Enrollment
8. Human Resources
9. Staff Advisor to the Board
10. Accountability
11. Finance
12. Parent Leadership Council
13. Executive Session (if needed)



Academics 1/31/24

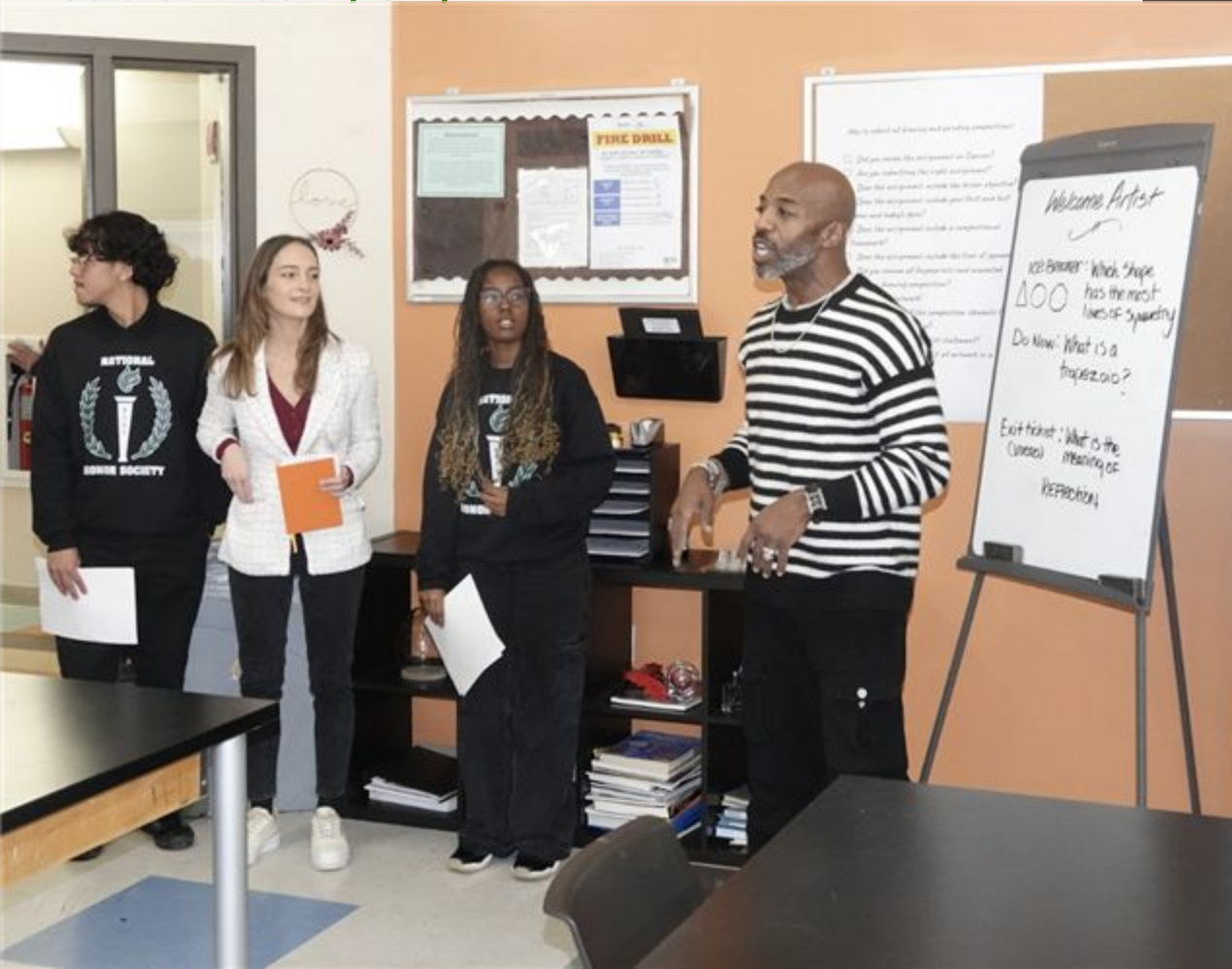
- Important Dates



- Trimester 1 Honor Roll Assembly 1/17
- Senator Julia Salazar Visit & Interim Head of School Meet & Greet on 1/19
- Parent Leadership Council (PLC) Vision Party & NYPD Safety Town Hall on 1/25
- All Staff Professional Development 1/29
- MOY STAR Testing 2/5- 2/9 in ELA & Math classes
- “Hamilton” Field Trip with AP Social Studies classes 2/7
- Black History Month Gala 2/9
- PLC Winter Market New You Resource Fair 2/14
- School Closed: 2/19 President’s Day
- Mid Winter Recess: 2/20 -2/23
- “WCHS Got Talent” Show 2/28
- Teacher of the Month–December – Carmel Waldron
- Staff person of the month– December - Natasha Robinson



Academics 1/31/24



Academics 1/31/24



Academics 1/31/24

Updates:

- ❑ Round 1 Announced Formal Observations - Approximately 61 teacher observations complete. 80% of teachers within the Effective range (2.8 – 3.4).
- ❑ Round 2 Unannounced Formal Observations: March/April 2024
- ❑ Instructional Learning Walk 1/18: teachers received informal feedback on the 3 Danielson Domains - 3a: explicit instruction, 3b: question/discussion techniques, 3c: purposeful instructional grouping of students
- ❑ Explored NYU Teacher Residency & Touro College: programs for pathway to certification for teachers & recruitment of resident teachers
- ❑ T2 Instructional Coaching Model: teacher intervisitation of classrooms to begin next week & continue into the end of T2

Teacher/Staff Professional Development:

- ❑ PLC Meetings - Collaboration & sharing of the development of T2 MidTerms
- ❑ Lunch 'n' Learn Session #4: 2/13 - Close Reading: literacy based session
- ❑ Danielson FFT After School PD every Monday



Senior Class Data 2024

Total Number of Senior: *200 Students*

Seniors on Track for June 95 *Seniors are currently on track for graduation. Down from last month at 102.*

83 Seniors on Honor Roll!

42 on Principal's List with a GPA of 95 GPA or higher

*All students were set up for a graduation plans in an effort to get to Graduation in June!
Plans include current classes, credit recovery, apex courses and night school with partner organization YABC.*

College Update

SUNY Applicants: 58 CUNY Applicants: 109

Private Applicants: 65 Total Acceptances: 19

College Now - Spring 2024 enrollment - 11 students

FAFSA Events: 1/18 3-6pm, 1/27 9:30am-1:30pm

Operations as of 1/30/24

- Messaged parents and assisted teachers in generating links for Virtual Parent-Teacher Conferences 1/30 from 4-7pm and 1/31 from 2-4pm
- Administered January Regents Exams including managing examination ordering, storage, proctoring and scoring
- Planning NYC DOE Parent, Student and Teacher Survey administration 2/12/24-4/5/24
- Preparing Trimester 3 student and teacher schedules
- Updated website with Educational Networks in process
- Recruitment and coverage for teacher vacancies, counselor vacancy and leave replacements, Safety Manager, and Safety Officers
- Collaborated with Recruitment Coordinator, PLC, Accountability Manager & Board Committee to create Student Recruitment Marketline Timeline/Task List



Operations as of 1/30/24

- Technology Inventory
- 1. # of laptops 1555 / # of laptops loaned: 1020
- 2. # of laptops remaining in stock: 21
- 3. # of laptops reported lost: 179
- 4. # of laptops broken: 335
- 5. # of hotspots ordered: Original 250, no extras were ordered

Technology Orders (as per capital budget):

50 Chromebook (replacements)

10 LG CreateBoards (replacing broken prometheans/projectors)

20 MacBooks (replacing broken teacher Surfaces)

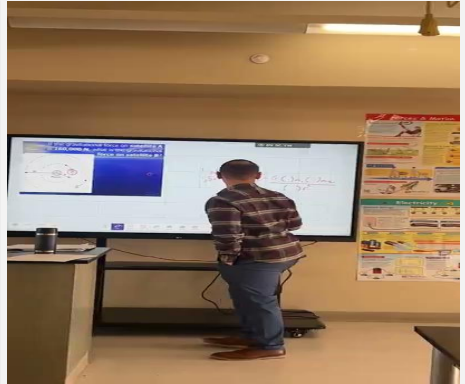
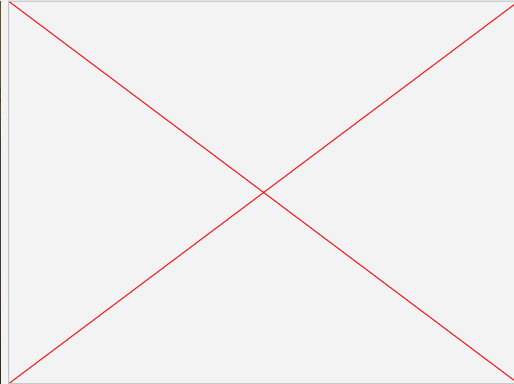
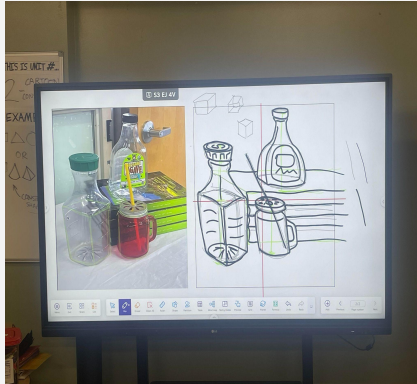
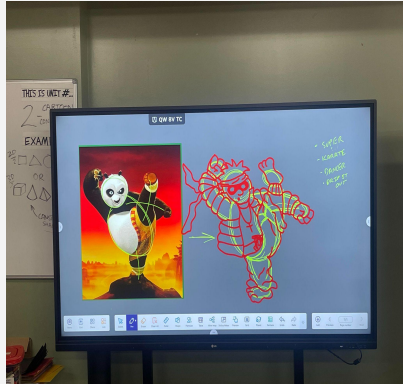
5 Surfaces (replacing broken staff Surfaces)



LG CREATEBOARDS

Williamsburg Charter High School Staff Delighted with New LG Create Boards

The faculty and staff at Williamsburg Charter High School are thrilled to express their sincere appreciation for the recent installation of LG create boards in our classrooms. These innovative displays have already made a significant impact on our teaching and learning environment, and we are excited about the possibilities they offer for the future.



Facilities - New Gym Update



Facilities

1-The first floor "A" exit heating unit was repaired, All other heating units are in working order

2-An Inspector from the Department of Health visited the school on 1/18/24 and found the following conditions which have all been corrected

A)The schools ice machine needed service

B)Four small holes needed to be covered

3-The schools boiler was inspected on 1/5/24 and the following discrepancies were found and are being corrected

A)The buildings chimney needs service

B) A gap in the wall was found & needs to be sealed.



Finance

WCHS Financial Update Board Meeting – January 31, 2023

As of November 30, 2023 total collected revenue for the period is \$8,113,917
(91% Per Pupil Revenue, 9% other)

Total expenses for the period are \$8,318,030 million.
(61% Personnel Services, 11% Contracted Services, 17% Rent, 2% Utilities, 10% Other expenses)

Total deficiency of revenue over expenses for the period is (\$204,112).

Assets		
Cash and Cash Equivalents	12.1	Bank Acct, Petty Cash,
Account Receivable	1.9	Title Funds/ESSER
Total Fixed Assets	2.4	Leasehold improvement, Furniture, Equipment, software
New Building	4.2	New Building
Building Security Deposit	1.5	Rent Deposit
Prepaid expenses and Deposits	333,831	Utility, Insurances, other
Total Assets	22.6	
Liabilities		
Accounts Payable, Accrued expenses	1.2	Bills, Accrued salaries/taxes
Unearned Revenue	1.1	Advanced Per Pupil fund
Total Liabilities & Net Assets	22.6	8. 9 Net Assets

Recruitment and Enrollment 1/30/24

	Jun. 23	Oct. 23	Nov. 23	Jan. 24
PowerSchool	908	775	775	779
FTE	922.90	770.551	775.801	773.486

	Discharges
Graduated	204
Will not Attend	29
Aged-out	18
2/8-6/30/23	55
7/1/23-1/30/24	125

- How did we get here?

- ☐ City-wide enrollment decreases: -6.4% from FY21 to FY22 & -2.4% from FY22 to FY23
- ☐ 8% decrease in 9th grade enrollments in charter schools
- ☐ Additional charter schools in Bushwick with similar offerings
- ☐ Feeder middle school closures
- ☐ Feeder middle school grade expansions to add grades 9-12
- ☐ 2/8/23 Incident
- ☐ Family relocation, individual issues
- ☐ # of Teacher Vacancies at the start of the school year

- SchoolMint Applications: 78 (28 Offered, 21 in Process, 4 Completed, 25 Waitlisted)

- Best case scenario: 848 (all 78 current applications matriculate)

- Worst case scenario: 770 (maintain existing enrollment)

- Most Likely Scenario: 818 (add 48 students)



Recruitment and Enrollment 1/30/24

What are we doing about it?

- Social Media Advertising
- In print and online publication advertising
- Radio advertising
- Cinema Screen advertising
- Bus route advertising
- In-person events with community organizations
- In-person high school fairs at local middle schools
- In-person open houses
- In-person school tours for middle schools
- Weekly Email blasts
- Mailings to local middle school counselors
- Mailings to NYC DOE mailing list
- Canvassing local establishments with updated brochures and postcards
- Seeking proposals for online lead generation services
- Seeking proposals for marketing/branding/reputation management services



Recruitment and Enrollment 1/30/24

<u>Powerschool</u> 779	<u>ATS</u> 772	<u>FTE*</u> 773.486
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1. *Per Pupil Billing Document #5 due 1/26/24, pending DOE approval
2. 0 Pending Discharge, 125 Discharges and 28 Will Not Attend since 7/1/23;
3. 2021-22 Admissions Lottery on 4/12/21 at 6pm (~196 attendees); 2022-23 Admission Lottery on 4/4/22 at 6pm (Zoom Attendees: 162, In-person Attendees: 21, Volunteers: 23); 2023-24 Lottery on 4/4/23 (5 in-person, 71 online)
4. 22-23 Incoming 9th Grade seats = 330; Incoming seats in grades 10th= 25 , 11th= 25 , 12th= 0
5. SchoolMint Applications:

	4/1/21	4/1/22	4/1/23
9th Grade	415	408	279
10th Grade	29	54	39
11th Grade	23	39	19
12th Grade	7	13	11
Total	474	514	348



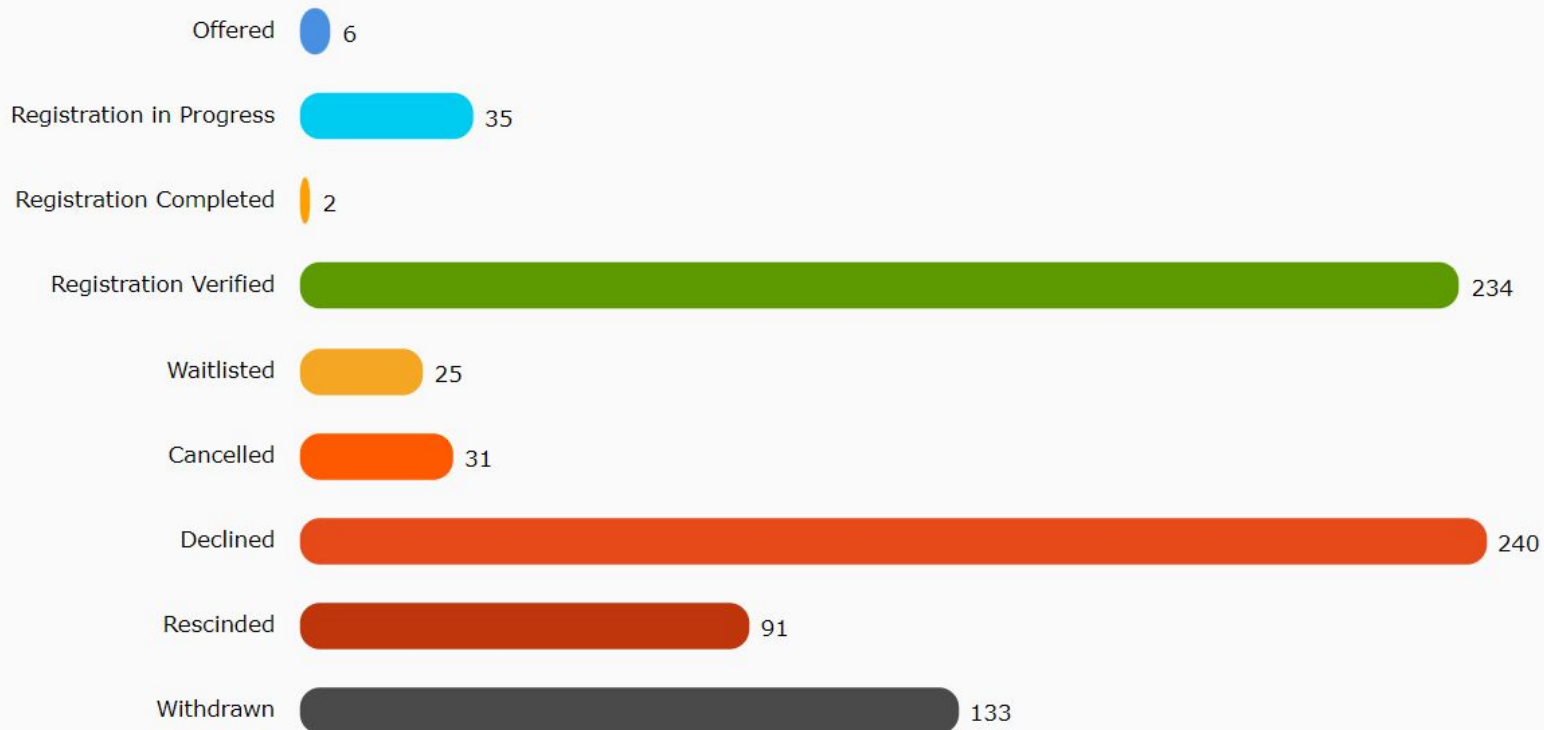
Recruitment and Enrollment as of 1/30/24

Grade Level	Total in Grade	2020	2021	2022	2023	2024	2025	2026	2027	Unclassified
9	129 M 70 /F 59	0 M 0 /F 0	0 M 0 /F 0	0 M 0 /F 0	0 M 0 /F 0	0 M 0 /F 0	2 M 2 /F 0	1 M 1 /F 0	125 M 66 /F 59	1 M 1 /F 0
10	178 M 95 /F 83	0 M 0 /F 0	0 M 0 /F 0	0 M 0 /F 0	0 M 0 /F 0	0 M 0 /F 0	1 M 0 /F 1	176 M 95 /F 81	1 M 0 /F 1	0 M 0 /F 0
11	249 M 106 /F 143	0 M 0 /F 0	1 M 1 /F 0	0 M 0 /F 0	10 M 6 /F 4	10 M 5 /F 5	228 M 94 /F 134	0 M 0 /F 0	0 M 0 /F 0	0 M 0 /F 0
12	223 M 104 /F 119	2 M 2 /F 0	7 M 4 /F 3	11 M 8 /F 3	12 M 5 /F 7	190 M 84 /F 106	1 M 1 /F 0	0 M 0 /F 0	0 M 0 /F 0	0 M 0 /F 0
Total	779 M 375 /F 404	2 M 2 /F 0	8 M 5 /F 3	11 M 8 /F 3	22 M 11 /F 11	200 M 89 /F 111	232 M 97 /F 135	177 M 96 /F 81	126 M 66 /F 60	1 M 1 /F 0



Recruitment and Enrollment as of 1/30/24

- 2023-24: 797 Applications, 234 Verified, 2 Complete
- 6 Offered/Accepted; 35 in Process; 25 Waitlisted



Recruitment and Enrollment as of 1/30/24

2023-24 Lottery Application Numbers

- Registrations Completed & Verified = 236

9th	10th	11th	12th	Total
148	41	37	10	236

- Registrations in Process =35

9th	10th	11th	12th	Total
24	10	0	1	35

- Offered =6

	9th	10th	11th	12th	Total
	4	2	0	0	6

Recruitment and Enrollment 1/30/24

- Applications Waitlisted = 25

9th	10th	11th	12th	Total
5	8	11	1	25

Lottery Application for 2024-25

- Lottery Deadline 4/1/24
- Lottery 4/2/24 @6pm
- Application Launches 9/1/23; Common Application launches 10/1/23
- 177 Applications as of 1/30/24



Recruitment and Enrollment 1/30/24

Events

- Major Owens Community Center Young Adult Job & Resource Fair, 1561 Bedford Ave 10am-2pm 1/24/24
- Senator Salazar Visit/Meet & Greet Resource Table 1/19/24
- Recruitment Open House @198 Varet ST 1/27/24 @10am (4 families attended)



WILLIAMSBURG
CHARTER HIGH SCHOOL

Recruitment and Enrollment 1/30/24

2023-24 Open House Dates

Beacon.ai/wchs



1. Saturday, October 28, 9:30AM / Sábado 28 de octubre, 9:30AM
2. Saturday, November 18, 10AM / Sábado 18 de noviembre, 10AM
3. Saturday, December 16, 10AM / Sábado 16 de diciembre, 10AM
4. Saturday, January 20, 10AM / Sábado 20 de enero, 10AM
5. Saturday, February 10, 10AM / Sábado 10 de febrero, 10AM
6. Saturday, March 16, 10AM / Sábado 16 de marzo, 10AM
7. Saturday, April 6, 10AM / Sábado 6 de abril, 10AM
8. Saturday, May 18, 10AM / Sábado 18 de mayo, 10AM
9. Saturday, June 15, 10AM / Sábado 15 de junio, 10AM



Recruitment and Enrollment 1/30/24

Online & Social Media

- **Daily News Print & Digital Ads**
 - Print ads and digital display: 1/30 Charter School Showcase
 - Targeted email blast to 100,000 recipients
 - half page (4.313" wide x 11.5" high) print ads and reach extension 150,000 monthly impressions and geo-targeted ads with 50,000 monthly impressions on [nydailynews.com](https://www.nydailynews.com)
- **Brooklyn Family Magazine Print & Digital Ads**
 - January: Ultimate School Guide and 75-word School write up, 75-word school leader feature
 - February: Charter School section write up plus E-blast
 - March: Charter School section write up, digital article plus EBlast
 - Half-page ads for print and digital display
- **SBS Radio El Amor & La Mega Online Radio ads & impressions**
 - Campaign dates 12/14/23-1/24/24
 - PNG creative- 300x250, 320x50, 728x90 and 300x600 sizes for banners
- **Google Ads:** General and special populations ads
- **Other Social Media:** Facebook, Instagram, Schola.com, Niche.com
- **Weekly Email Blast** to mailing list





WILLIAMSBURG
CHARTER HIGH SCHOOL

APLIQUE AHORA! GRADOS 9-12

**SOLICITE ANTES DEL 1 DE ABRIL PARA
PARTICIPAR EN LA LOTERÍA 2024-25**

**ESCANEE EL ENLACE CON
SU TELÉFONO PARA MÁS
INFORMACIÓN**

→
www.thewcs.org/aplique



- **Cursos universitarios y profesionales + clases avanzadas**
- **Servicios de inglés como otra idioma**
- **Deportes y mucho más!**

Como una escuela privada pero gratis!



OPEN HOUSE DATES: Dec 16 / Jan 27 / Feb 10 / Mar 16

CASA ABIERTA EVENTOS: 16 de Dec / 27 de Enero / 10 de Feb / 16 de Marzo

Starts @ 10 am



"CREANDO EN COMUNIDAD"

WILLIAMSBURG CHARTER HIGH SCHOOL

¡APLIQUEN AHORA 2024-2025!

**ABIERTO
DESDE
2004**

**ESCUELA
ACADEMIA
MODELO**

MATRÍCULA
NOTABLE
UNIVERSIDAD DE
NUEVA YORK
CORNELL
CUNY/SUNY
COLUMBIA
MUCHO MÁS

9^º - 12^º GRADOS
(MÁS DE 900 ESTUDIANTES)



1 : 15

PROPORCIÓN
MAESTRO:ESTUDIANTES
(PROMEDIO)



AMPLIA GAMA DE
SELECCIÓN DE CURSOS +
CURSOS ORIENTADOS A
LA
CARRERA/UNIVERSIDAD

¡APLIQUE AHORA!

WILLIAMSBURG CHARTER HIGH SCHOOL

198 VARET STREET, BROOKLYN NY 11206

WWW.THEWCS.ORG/APLIQUE

CORREO ELECTRONICO: ADMISSIONS@THEWCS.ORG

TELEFONO: (718)-782-9830

Human Resources

- Audits and Compliance continue.
- NYS DOL in conjunction with NYSED held a webinar on the amendments to workplace violence prevention law. Draft of requirements to be submitted to the BOD. Key components are: Develop a Policy Statement, Conduct a Risk Evaluation, Develop a Program, Develop Reporting System & Employee Training.
- Employee Handbook updates for August release before new school year.
- Team met with NYU a 2nd time. NYU looking to come in for a site visit as next steps.
- Team met with Touro's Graduate School of Education to initiate relationship for bringing in new instructional staff and enhance the certification process.
- December instructional new hires - 5
- December instructional terminations - 3
- LOA - 3 instructors are currently on Leave.
- Ordered 2 new file cabinets, so we can relocate older files to the Geraldine's office.

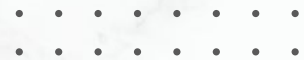


Staff Advisor To The Board Updates

- ★ Mr. Kronenberg is back in person in the building. Please feel free to stop by 801 or email jkronenberg@thewcs.org to share questions or updates with me.
- ★ Staff has begun bringing topics for me to discuss with board. Am organizing into trends and will be having standing meeting with Katie and Ellen to walk thru those.
- ★ Thoughts for further all staff engagement: perhaps a mid year town hall or survey to check in from staff and get feedback as we're halfway thru year
- ★ Great excitement in the building surrounding so many things- field trips, Black History Gala, Sports Events, Performance Events/Pi Day, Ceramics workshop, planning for next year with new ideas for academic and school culture improvement.
- ★ Senior College Acceptances- Celebrate!!!!

Accountability and Development

- **Accountability**
 - **Renewal application**
 - Submitted FDNY inspection certificate 1/18
 - Liaison finalizing report and awaiting news re: recommendation
 - **CRDC due February 26**
 - **Meeting with CSBM 2/1 to review upcoming Title deadlines**
- **Media/Community/Fundraising**
 - Education company wants to use space for photoshoot, KM will follow up
 - Hoping to partner with local mutual aid organization for a fundraiser at lottery



PARENT LEADERSHIP COUNCIL (PLC)

The Parent Leadership Council

Ready to ROAR!

Change the message.
Change the perspective.
Change the world.





WILLIAMSBURG
CHARTER HIGH SCHOOL

PLC
Parent Leadership Council

MEET & GREET

NEW YOU
HEALTHY EDITION

DATE: FRIDAY JANUARY 19TH, 2024

TIME: 10am-12pm

**LOCATION: IN PERSON
IN THE MEDIA LAB
WCHS 198 VARET ST.
BROOKLYN, N.Y. 11206**

Join us for a scrumptious breakfast and get the chance to meet our Head of School, Ms. Jacobson! This is the perfect opportunity to address any questions or concerns you may have. But that's not all! Families will also have the pleasure of meeting with Ms. Pink, who will be there to provide resources and assistance for all families. Plus, meet with our special guest Senator Julia Salazar. How cool is that? But wait, there's more! Our incredible Community Partners from NYC Health + Hospital - Woodhull Hospital in partnership with The Wick Against Violence will be joining us as well. Brace yourselves for the Women's Health Pavilion, where you can find all the information and support you need.

Let's not forget about the ABLE Program (Adolescents Becoming Leaders Empowered). Plus the Youth Services Coordination-YSC Program will be with us ready to showcase their amazing offerings. Oh, & did we mention that Ms. Pink will have a fabulous "Take What You Need" table? It'll be filled with face masks, clothing, and books. So, grab whatever you need and leave with a smile on your face! We can't contain our excitement! We absolutely can't wait to see you there, ready to indulge in a delightful breakfast and embark on a journey of knowledge, support, and empowerment.



Highlights from the PLC Meet & Greet with Special Guest Senator Julia Salazar January 19th, 2024

Families received resources from Ms. Pink on various trade programs from Cypress Hills & St. Nicks Alliance, scholar attendance, Workforce One, food pantry information, Job Corps, Know How 2 Go, the 4 Steps to College, Choosing a College and more. Ms. Pink provided the "take What You Need Table" filled with clothing, facemasks & books for families in need. The following Community Partners were there:

- NYC Health + Hospitals/ Woodhull partnered with the Wick Against Violence
- The Women's Health Pavilion NYC Health + Hospitals/ Woodhull
- ABLE Adolescents Becoming Leaders Empowered NYC Health + Hospitals/ Woodhull (Educates Teens on Pregnancy Prevention, STD's & for teens to go beyond their borders & find new opportunities.
- New York Civic Engagement Commission (Provided families with increase awareness of City services)
- Build Your Wealth & Legacy (Provided financial information on Savings for College & Budgeting)
- Brooklyn Youth Services Coordination- YSC(Provided an array of resources for youth, homeless & runaways)



Highlights from the PLC Vision Board Party Community Town Hall Meeting In Person January 25th, 2024



Come join your PLC in collaboration with WCHS & the 90th Precinct for a Community Meeting & Vision Board Party. What do you envision for 2024 for you and your family? Come join your PLC and WCHS school community. We'll make Vision Boards and have a special presentation from the 90th precinct where they'll discuss keeping our school community safe and share street safety tips. We will also have delicious empanadas, snacks, and beverages. Plus, Ms. Pink will have facemasks, books, and clothing available on the "Take What you Need" table. So, join us for an evening of defining our dreams and hopes for the New Year, receiving wonderful safety tips from the NYPD 90th Precinct, and participating in the In-person PLC Raffle for January. We will draw the winning ticket for a \$25 Amazon Gift Card. Please note that you must be present to receive a ticket for the raffle. Reach out to Ms. Pink for more details at mpink@thewes.org

Families and scholars joined the PLC and WCHS Community for an evening of school news and updates from our Interim Head of Schools Ms. Jacobson. The 90th Precinct Youth Coordination Officers spoke with families about safety on social media, street safety, being safe on the subways and answered families questions and concerns. Mr. Chris Miller from The New York Charter School Center discussed Advocacy Day with our families. Ms. Pink & the PLC guided families on creating Vision Boards, hopes and goals for the future. Families received resources along with clothing, books, facemasks and shoes at the PLC "Take What You Need Table".



PARENT LEADERSHIP COUNCIL(PLC) WINTER MARKET NEW YOU RESOURCE FAIR

DATE: FEBRUARY 14th, 2024

TIME: 10am - 3pm

**LOCATION: WILLIAMSBURG CHARTER HIGH SCHOOL WCHS
198 VARET STREET BROOKLYN, NEW YORK 11206**

Join us for an exciting Winter Market & New You Resource Fair! This event is a PLC Fundraiser & we can't wait to celebrate Valentine's Day with you In Person. Come & explore our vibrant Flea Market, where you can support Black Businesses and indulge in Caribbean Food, exquisite jewelry, unique crochet pieces, stylish handbags, and much more. Scholars, don't forget to ask your mom, dad, or guardian for some money to enjoy this shopping extravaganza. And guess what? The PLC will also be selling Valentine gifts, perfect for that special person in your life.

